

**Alzheimer's Disease and Related Disorders Commission:  
Training Work Group**

Virginia Department for Aging and Rehabilitative Services  
1610 Forest Avenue, Suite 100  
Henrico, VA 23229

**December 3, 2013 at 3:00 pm**

**MEETING MINUTES**

**Members Present:**

Janet Honeycutt, Chair  
Nick Faraone  
Vivian Bagby, RN  
Julia Dillon (v/c)  
Dr. Ayn Welleford, Ph.D.

**Members Absent:**

W. Thomas Hudson

**Guests:**

Carter Harrison, Alzheimer's Association  
Bob Schaefer

**Staff:**

Amy Marschean, Senior Policy Analyst  
Charlotte Arbogast, Dementia Services Coordinator

**Meeting Summary:**

<b>Agenda Items:</b>	<b>Speaker:</b>
<b>Welcome</b> Ms. Honeycutt called the meeting to order at 3:00 pm and welcomed members.	Janet Honeycutt
<b>Introductions</b> Work Group members, guests and staff introduced themselves.	All
<b>September 19, 2013 Minutes</b> Members reviewed and approved the minutes from the last meeting.	All
<b>Update on 2013-2014 Focus Project</b> Ms. Charlotte Arbogast, with assistance from Mr. Bob Schaefer, reviewed the November 8, 2013 Henrico CIT training that she attended. Mr. Schaefer was the main trainer and he spoke to the first responders about dementia for about 3 hours. In addition to Mr. Schaefer's presentation, there was also a presentation on Project Lifesaver and a presentation on elder abuse and neglect and services available through Henrico Adult Protective Services. Ms. Arbogast reported that the four-hour training was well received by the attendees.  In addition, Ms. Arbogast and Mr. Schaefer reviewed materials for first responders. Some materials were provided at the November 8 training and some were shared with Ms. Arbogast by others. Materials included brochures on MedicAlert and SafeReturn, tips for working with individuals with dementia, fact sheets, model policies for localities, etc.	All

<p>Other materials included a curriculum developed by the national Alzheimer’s Association and the previous train-the-trainer program with which Mr. Schaefer was involved.</p> <p>Once the materials had been shared with the work group members, Ms. Honeycutt reviewed the need to cast a wide net and involve stakeholders and content experts, such as representatives from other agencies and localities, in the work moving forward. Ms. Honeycutt stated that it seemed to be the goal of this group to take the best aspects of all the trainings to come up with an updated, universal, Virginia-specific training module for the CIT programs. She reminded the work group members that the work group is on target with its work plan and timeline for developing such a curriculum.</p> <p>Work group members discussed the advantages and disadvantages current programs and systems, such as Virginia’s Silver Alert system for missing older adults. Work group members discussed the program that Mr. Schaefer was previously involved with at DCJS. The program, which successfully used law enforcement officers as trainers, served thousands of first responders for many years until funding was cut. Funding for the program hovered around \$50,000 to \$75,000 annually, with money used for a coordinator or scheduler, materials and travel funds. However, a few years ago, funding was cut and the program has not been able to continue at the same level.</p> <p>In addition, members discussed the need to keep materials and curriculums up-to-date and relevant. Mr. Schaefer pointed out that it can be difficult to keep the same trainers and it is important to offer opportunities for re-training because first responders do experience turnover and changes in roles or positions. Dr. Ayn Welleford noted that it is her department’s policy to provide aging trainings to a variety of service providers on an ongoing basis for the same reasons.</p> <p>Lastly, the work group began to conceptualize what a future CIT training module would look like, including length, lay out, scope, and possible trainers.</p>	
<p><b>Future Work and Activities</b></p> <p>At the conclusion of the meeting, the work group:</p> <ol style="list-style-type: none"> <li>1. Requested more information from Mr. Schaefer on the previous DCJS training program, including evaluations, testimonials, and results data.</li> <li>2. Decided continue moving forward with reviewing materials and to set up a meeting with Ms. Honeycutt, Ms. Arbogast and Ms. Victoria Cochran, statewide coordinator for the CIT programs, to further discuss the potential training module.</li> </ol>	All
<p><b>Meeting Adjournment</b></p> <p>The meeting adjourned at 4:20 pm.</p>	Janet Honeycutt